

**WSU**  
**Charter Academy Board of Directors Meeting**  
**Minutes (Draft)**  
**Apr. 21 4:00-4:45pm**  
 Join Zoom Meeting

<https://weber.zoom.us/j/95860115960?pwd=QlZjWEtUamhPSnNYZ3R3UEUwM0g5dz09>

Meeting ID: 958 6011 5960 Passcode: 691802

<b>Welcome and Introductions</b>	<p><b>Members attending: Teri Henke, Angela Page, Hailey Gillen Hoke, Wei Qiu &amp; Stephanie Speicher</b>  <b>School staff: Camie Bearden &amp; Sally West</b>  <b>Guests attending: David Jones, Carrie Ota &amp; Crystal Knipper</b>  <b>Absent:</b></p> <p><b>Notes:</b></p>
<b>Agenda Overview</b>	<p>Open Public Comment: Go to <a href="https://www.utah.gov/pmn/">https://www.utah.gov/pmn/</a> prior to board meeting        4:00 - Welcome        4:30 - Board Business details below        4:35 - Next Steps (Action Items)        4:40 - Board Meeting Evaluation        4:45 - Adjournment of WSUCA BOD meeting</p>
<b>Voting Items</b>	<p>Approval of minutes from Feb. 3, 2022        Approval of budget (most recent received - March 2022)        Principal Evaluation Policy        Charter LAND Trust Council 2022-2023 proposed budget</p> <p><b>Notes:</b></p>
<b>Business</b>	<ul style="list-style-type: none"> <li>• Welcome</li> <li>• Approval of <a href="#">Minutes from Feb. 3, 2022</a> (Secretary: Hailey) <b>Consent Item VOTE</b> <ul style="list-style-type: none"> <li>➤ <b>Angela motioned to approve, Stephanie seconded, approved</b></li> </ul> </li> <li>• Finance Committee Report <a href="#">Budget Report</a> and Approval* (Treasurer: Stephanie)           <ul style="list-style-type: none"> <li>➤ <b>At this point Stephanie says we should be at full capacity because we are at the end of the year.</b></li> <li>➤ <b>We have some areas on the budget we have excess and some that are over our spending.</b></li> <li>➤ <b>Stephanie and Camie talked early this week and Camie thinks that some of the overage was a coding error on some special ed items. They will be talking to Abel about this.</b></li> <li>➤ <b>Beginning the process of allocations of monies for the Fall Semester.</b></li> <li>➤ <b>Talked about the copy/printer and if we have received it yet. We have not yet received as it is on back order. It will come out of equipment.</b></li> <li>➤ <b>Stephanie says we are doing good, but we do need to spend some of the under used funds (i.e. books for the Library books....).</b></li> <li>➤ <b>Angela would like to talk about a part time Nurse, but says that will probably be on the next year's budget.</b></li> <li>➤ <b>Angela asks if there is carry over on the personal budget if there can be bonuses used out of that? Stephanie thinks it is a great idea and her and Camie will talk about it for the next meeting.</b></li> <li>➤ <b>Stephanie motioned to approve, Hailey seconded, approved</b></li> </ul> </li> <li>• <b>VOTING ITEM</b> <ul style="list-style-type: none"> <li>○ Budget Request <b>VOTING ITEM</b></li> <li>➤ <b>Request New Position for EC Programs &amp; Outreach Administrator</b></li> <li>➤ <b>Charter is requested to pay \$20,000 (\$14,000 salary + \$6,020 benefits)</b></li> </ul> </li> </ul>

	<ul style="list-style-type: none"> <li>➤ <b>Deliverables for WSUCA</b> <ul style="list-style-type: none"> <li>✓ <b>Strategic curriculum and assessment plan (working with Principal, Mentor Teacher, and BOD)</b></li> <li>✓ <b>Coaching and professional development for Mentor Teacher and classroom assistants</b></li> <li>✓ <b>Meet NAEYC accreditation criteria including classroom observations and hosting on-site visit</b></li> <li>✓ <b>Coordinating and teaching student teachers in the classroom</b></li> <li>✓ <b>Revising and updating procedures to support BOD policies</b></li> </ul> </li> <li>➤ <b>Stephanie wants to make sure there is a commitment from the Dean that they won't come back every year and ask the Charter to pay more each year. Camie has talked to Abel and he wanted to put it under 639001.</b></li> <li>➤ <b>Angela asked if they could ask for more as she is all for raises. Teri said that this position will be used across the board for both the Charter and the MSL Children's School.</b></li> <li>➤ <b>Stephanie motions to approve, Angela seconds, approved</b></li>   <li>○ Budget Rationale</li> <li>➤ <b>Will go over at Junes meeting</b></li> <li>● <b>Principal Evaluation Committee</b> <ul style="list-style-type: none"> <li>○ Policy Revised <b>VOTING ITEM</b></li>   <li>➤ <b>Timeline:</b> <ul style="list-style-type: none"> <li>✓ <b>April 30 -The principal will complete a self-evaluation and present the self-assessment data to the committee for the final summative evaluation.</b></li> <li>✓ <b>May 5 -The ratings and feedback meeting with committee</b></li> <li>✓ <b>May 31 – Committee Chair, Department Chair finalize specific goals using the PREP evaluation</b></li> <li>✓ <b>June - The final principal evaluation shall be presented at the WSU Charter Academy Board of Directors meeting for a full board vote to accept, reject or return for further evaluation.</b></li> </ul> </li>   <li>➤ <b>Teri goes over the Revision of the Principal Evaluation Policy Revisions.</b></li> <li>➤ <b>David Jones had Teri make one correction.</b></li> <li>➤ <b>Hailey motions for approval, Wei seconded, approved</b></li> </ul> </li>   <li>● <b>Principal Reports (Camie)</b> <ul style="list-style-type: none"> <li>○ <a href="#">Executive Summary</a> (based on <a href="#">Strategic Plan</a> follows <a href="#">Utah Charter School Accountability Framework</a>) <ul style="list-style-type: none"> <li>■ <b>Charter LAND Trust Council – 2022 Proposal VOTING ITEM</b> <ul style="list-style-type: none"> <li>➤ <b>Committee came up with 4 goals</b> <ul style="list-style-type: none"> <li>○ <b>Goal #1 Para Benefits/Salaries \$39,504.</b></li> <li>○ <b>Goal #2 Agent of Discovery renewal \$1,200.</b></li> <li>○ <b>Goal #3 Fieldtrips (entries and transportation) \$2,500.</b></li> <li>○ <b>Goal #4 Osmo renewal and support \$1,000.</b></li> </ul> </li> <li>➤ <b>Angela motioned to approve, Stephanie seconded approved</b></li> <li>➤ <b>Camie will get the plan submitted tomorrow to USBE</b></li> </ul> </li> <li>■ <b>Family Involvement Committee</b> <ul style="list-style-type: none"> <li>➤ <b>Brought in meals for Letitia for PTC</b></li> </ul> </li> </ul> </li> </ul> </li> </ul>
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- **Working on the note card fundraiser**
- School Achievement: BOY & MOY Assessments
  - **Camie uploaded the DRPD. Just before the meeting**
  - **Teri talked about the KEEPs for the BOY and EOY BOY being where they fall in the Kindergarten EOY how ready they are for 1<sup>st</sup> grade.**
  - **Camie talked about the differences the Acadience testing is at BOY testing and at the MOY testing. The assessment is testing in totally different areas. Camie said Brittany always explained it much better and would say it is not comparable but the skill levels is what we should be looking at. Angela made a metaphor that it is like comparing Apples and Oranges.**
- Enrollment Fall 2022 – marketing and recruitment strategies used
  - **16 enrolled in the AM & 16 enrolled in the PM**
  - **Camie asked if anyone has any ideas for marketing as her and Sally feel that they have exhausted their resources.**
  - **Hailey says she thinks research is showing that parents are holding students back due to Covid and not enough hands in preschool and so they want more time before they start them in Kindergarten.**
- Family involvement hours logged
- Family survey report
  - **Teri goes over the Survey results with the Board Members.**
  - **Students have to be on Imagine Learning for a certain amount of time in order to get the funding. Have had a parent say they think the kids are on the Ipad too much. Camie said it is only about 20 minutes a day 4 times a week.**
  - **They asked about approaching a family and we informed them the survey was anonymous.**
  - **Wei says we should provide more opportunities to interact educationally instead of socially.**
- Calendar (field day, art show, opera?)
  - **Water day on the 24<sup>th</sup>**
  - **Art Show, Science and Opera are on the 25<sup>th</sup> and 26<sup>th</sup>**
- Accreditation update
- For Board Discussion
  - Legislative Updates (David)
    - **New statues to Full day kindergarten (Kindergarten is still optional)**
    - **Entry and Exit assessments still need to be reported**
    - **More money has been provided for Profession Development**
    - **Money for more innovation.**
    - **Public meeting info and policy's for meetings on zoom**
  - Governance (Teri)
    - Reminder [Board Training](#)
  - Charter Fidelity (Teri)

	<ul style="list-style-type: none"> <li>■ Curriculum &amp; Assessment <ul style="list-style-type: none"> <li>○ Update on school nurse proposal (Teri)</li> </ul> </li> <li>● June meeting and spring (May) social?</li> <li>● List "Action Items" <ul style="list-style-type: none"> <li>➤ <b>Teri to contact David about legislation.</b></li> </ul> </li> <li>● Board Meeting Evaluation-One idea for improving the board meeting</li> <li>● Adjournment of the WSUCA BOD <ul style="list-style-type: none"> <li>➤ <b>Angela motioned, Stephanie seconded approved</b></li> </ul> </li> </ul>
<b>Next Step/ Action Items before next meeting</b>	<b>Notes:</b>
<b>Board Meeting Evaluation</b>	Zoom Poll <b>Notes:</b>
<b>Reference Documents</b>	<ul style="list-style-type: none"> <li>● <a href="#">Minutes from Feb. 3, 2022</a></li> <li>● <a href="#">Budget Report</a></li> <li>● Executive Summary (based on <a href="#">Strategic Plan</a> follows <a href="#">Utah Charter School Accountability Framework</a>)</li> </ul>